



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY 80 FEET ROAD,
EDAPALAYAM, REDHILLS, CHENNAI - 600052

600052

www.gojaneducation.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Gojan School of Business and Technology is an Engineering College established in the year 2005. This young and vibrant college is housed in an 80-acre campus at Redhills, Chennai.

The College is approved by AICTE, New Delhi, affiliated to Anna University, and Accredited by NAAC and is ISO 9001:2015 certified. The college is also recognized by UGC u/s 2(f) & 12(B) of the UGC act.

The College runs 7 Under Graduate Programme and 7 Post Graduate Programme of which 6 Under Graduate and 1 Post Graduate Programme are permanently affiliated to Anna University.

U.G. Programme Permanently Affiliated to Anna University

B.E. Aeronautical Engineering

B.E. Computer Science and Engineering

B.E. Electronics and Communication Engineering

B.E. Electrical and Electronics Engineering

B.E. Mechanical Engineering

B.Tech. Information Technology

U.G. Programme Provisional Affiliation to Anna University

B.E. Civil Engineering

P.G. Programme Permanently Affiliated to Anna University

Master of Business Administration (M.B.A)

P.G. Programme Provisional Affiliation to Anna University

M.E. Applied Electronics

M.E. CAD/CAM

M.E. Computer Science and Engineering

M.E. Engineering Design

M.E. Power Electronics and Drives

M.E. VLSI Design

GOJAN has understood the importance of broad based education and has created a conducive environment for the students to blossom into complete individuals. GOJAN believes in inculcating right attitude in the minds of young students and develop them as individuals who have the innate desire not just to succeed in their own lives but also to contribute meaningfully to societal development in all possible spheres.

GOJAN has an Industry-Institute Partnership Cell striving hard to bridge the gap between Industries & Institute, to foster effective interaction between Industry and Institute to impart meaningful education and to promote industrial consultancy & entrepreneurship.

Many of the faculty members are involved in the R&D projects that include not only training but also in development of software, processes, prototypes, and products.

Vision

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY strives to build a thriving, learning-culture, responsive to the needs of the community at large, through value based education.

Mission

To provide a unique learning experience that will enable the students to realize their innate potential and mould their overall personality.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Organizational Structure

The College has a well-defined organization structure with Cells and Committees that defines the tasks, responsibilities, duties and goals of individuals within the organization.

Processes Defined Clearly

The college ensures that each process is

- Accurate
- Efficient
- Result oriented

Industry Institute Interaction

- Regular research and faculty training;
- Maintaining regular touch with the industries and other institutions in terms of training, internship,

project and research related.

Students Care and Counselling

Students need counselling and at the same time need to be tuned for the future. This means the art of team work, moral values and basic human values need to be incorporated in them. For this we have a team that helps counsel them and provides effective seminars to help them gain knowledge about the reality of the outside world.

Research and Development

The college has a dedicated R&D team that continues to grow. The R&D staff train the students and also continue research in new ideas. The whole R&D team is supported only by the Institution's own funds.

Activity Based Campus

Seminars, Conferences, Symposiums, Competitions, Cultural Activities, Sports Programmes are regularly conducted throughout the year apart from regular academics to motivate staff, faculty and students.

Social Activities

The college is regularly involved in NSS, YRC and UBA activities that motivate and teach staff, faculty and students the issues in the society, how to respond to those and how to implement the solutions to those issues effectively.

Natural environment

The college is located in a natural environment that is far away from the disturbances of the city with lots of natural fresh air, greenery and natural lakes around the area.

Institutional Weakness

Placement Opportunities

The current job market with its comparatively lower internship and placement opportunities than previous years has become a biggest disadvantage. Although jobs are available the job in core areas are minimal. Extra effort is being put into Placement cell and Entrepreneurship Development cell to tackle this.

Funding Availability

The college is based on the income that comes from tuition fees and hence saving up for newer projects within the campus comes to a standstill. So any growth in the campus is based on the funds available and budget. Students, Faculty, Staff and Infrastructure take priority while using funds.

Location

Distance to the college becomes an issue for students and get tired at the end of the day. Hence they are left

with no time to finish up assignments. This is being tackled through tutorial hours and so far they have yielded good results. Students are also more attentive during the regular classes than earlier.

Institutional Opportunity

The global presence of Don Bosco Society and its alumni network

This presence, network and experience of Don Bosco Society in 132 countries over 150 years are valuable resources enabling the University in its networking and branding initiatives.

Contribution to Society

The college through its R&D activities can contribute and create employment in the society and in the neighbouring villages.

Natural Campus

The campus itself is eco-friendly and hence maximum self-sustainability is a possibility that we are currently working on. This would lead to work and other advantages for the local villages.

Alumni Team

Gojan Alumni Network is far and wide. We have a good team that manages the Alumni network. But we plan to bring everyone together using a common network in a way that the Gojan Alumni can help us further in different ways including placements.

Institutional Challenge

Location

Being located outside the city it takes time reaching the institution during the morning rush hour which means the students need to get up early to catch the transportation to reach the college. Getting up early, finishing up assignments for the day and then going to sleep makes the students tired which result in lower concentration levels during regular class hours. But this has been solved by implementing tutorial hours every week for all the subjects where students solve assignment problems during the working hours of the college through discussions with the faculty members and other students. This has started producing better results and also has helped students concentrate during class hours without getting tired.

Funding Availability

As a private college, there are challenges in getting funds compared to Central and State Universities and Colleges.

Mindset of Students and Parents

The perception that engineering courses have lesser or no value these days in terms of jobs does persist in the minds of students and parents. This reflects in the admissions and convincing students and parents coming for enquiry becomes a humongous task. We try solving this issue by explaining through a dedicated team the opportunities available and also showing them the placement records over the last few years.

Placement Situation

The current job market has comparatively lower internship and placement opportunities available for students. But the Entrepreneurship Development and Incubation Centre continues to train them so that the students are trained enough to start own business or become better qualified through “Value Added Courses”. The placement team continues to network with potential employers for recruitment and schemes related to bringing better opportunities for students.

Faculty Retention Rate

The retention rate of the college among regular faculty is relatively low as many of them desire to work in governmental institutions. Few others leave academics to get a taste of the industry. Few more leave due to family and personal reasons. But in recent times, many old time faculty members have returned to share their experience that they have gained in the last few years.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Vision, Mission, PEO, PO, PSO, and CO are well-defined and Outcome based Education is followed.
- The College follows the curriculum and syllabi prescribed by Anna University.
- Class committee meeting, centralized internal assessment tests, remedial classes, Institute Industry Interaction, internships, industrial visit and project work are executed as the part of the effective curriculum delivery.
- Adhering to the schedule of the affiliating university, the academic schedule including conference, guest lectures, industrial visits, workshops, seminars etc. are planned.
- Faculty members are encouraged to participate in activities related to curriculum development and assessment of the affiliating University.
- Under regulation 2017, Choice Based Credit System (CBCS) that includes open elective courses has been implemented for all the programs.
- Value Added Courses (VAC) are offered for all the students in the perspective of improving employability skills.
- Importance of maintaining pollution free environment, holding professional ethics and human values are inculcated by offering courses in the curriculum.
- Experiential learning is adopted through demonstrating experiments, conducting tutorial classes, value added courses, internships, field work and project work.
- Feedback from various stakeholders (students, teachers and alumni) are collected, analysed and prompt action is taken periodically.

Teaching-learning and Evaluation

- The teaching learning process of this institute is based on the ability of its teachers to create enthusiasm, ignite passion and generate curiosity among the students.
- Students enrolled for programmes offered are based on the sanctioned intake and actual students admitted are based on the reserved categories during the last five years.
- The academic process caters to diverse range of learners based on the academic performance.
- The overall Student - Full time teacher ratio is 1:15.
- Teaching - Learning Process are based on outcome based education using student centric methods.
- Teachers combine traditional teaching methods with use of modern teaching aids, such as experiential learning, participative learning and problem solving methodologies that are used for enhancing learning experiences.
- The lecture method is the pre-dominant teaching method; the use of ICT is integrated into the teaching-learning process.
- The evaluation process is transparent. Students are evaluated through a continuous assessment system and examination scripts are valued by central evaluation team.
- Mentors monitor the progress of students and maintain a constant interaction with the students. Students are counselled for their academic improvements.
- Preparation of course outcomes stated for various programmes are based on the program outcome.

Research, Innovations and Extension

- The institution has consistently received funds from government and non-government agencies every academic year for innovative research projects.
- The institution has created an Centre of Excellence for innovations like Vishwakarma R & D Centre, GOJAN Robotics and CISCO Networking Academy.
- Workshops and seminars on recent technologies were organized using an industrial resource person.
- Faculty members have published number of research papers in UGC recognised journals and also published papers in national and international conferences.
- Faculty members have published books in various publications.
- To make themselves, good leaders and well-mannered citizens the students are involved in social activities in the neighbourhood community.
- Our NSS unit has conducted several programs in collaboration with government and non-government organizations for welfare of the society and has adopted five villages for cleanliness awareness under Swachh Bharat.
- Institution has undergone collaborative activities related to students' industrial exposure and to study the real time issues in industries through field trips, in plant trainings, and internships.
- Institution has signed number of MoUs with industries and corporate houses, which benefit our students in different ways including knowledge transfer, internships, fieldtrips and placements.

Infrastructure and Learning Resources

- The college has adequate infrastructure and resources in a green and eco-friendly environment to fulfill the needs of the students as per the norms.
- The infrastructure and learning resources of the college include 52 Classrooms, well equipped Laboratories, 3 Seminar halls, 2 Workshops, 2 Drawing halls, 3 Computer centers, Central Library and Department Libraries.
- Ample space for both indoor and outdoor sports games is available. 5 cricket grounds are used to

conduct Zone – I Anna University cricket tournament every year.

- The library is automated using the AutoLib software. The library has 33149 textbooks, 11049 reference books, Delnet e-books, 180 journals, 1000 CDs, etc. to inculcate the habit of reading. Remote access is available to the e - resources in the library.
- All the departments are equipped with projectors, centralized printers and scanners. Sophos Firewall is provided and licensed antivirus software packages is being used. The college has 120Mbps speed internet and Wi-Fi facility.
- Maintenance and upgradation of hardware, Ro Plant , Generator, Fire Extinguisher and other safety measures are implemented carefully and monitored.

Student Support and Progression

- Totally 29.63% of students were benefitted through the Government scholarships in the past five years, and also 14.74% of students were benefitted through the Institution scholarships for the same period.
- The students are regularly benefitted through counseling, career guidance and support for competitive examinations.
- “Soft Skills Development” is also done through the outsourcing for the enrolled students every year.
- The Physical Directors along with other agencies assist students in practicing Yoga and Meditation.
- Transparent mechanism is followed for the timely Redressal of student grievances.
- The students appear for competitive exams regularly in GATE, GMAT, CAT, GRE, TOEFL etc.
- More than 50 awards have been won for outstanding performances by more than 100 participants in Sports/Cultural events at National/International levels.
- Students council is formed every year comprising of one student representative from each department which plans and organizes activities.
- Five University tournaments were organized by the institution during the past five years.
- Alumni contributes their part both financially and also by guidance to the students career path.

Governance, Leadership and Management

- The Vision and Mission of the institution are well defined and self-explanatory. To attain the stated Vision and Mission goals, Effective Leadership is strived through the distinctive governance on the activity performed at different levels.
- The institution follows various decentralization and participative management by delegating authority and providing operational autonomy to the various department and committees for the continuous improvement of the institution.
- Strategic plan focuses on integrating various departments & committees to achieve Institutional goals in both academic and administration.
- The intuition is recognized by UGC under the section 2(f) and 12(B) of the UGC Act.
- The institution is certified by ISO 9001:2015.
- The institution is permanently Affiliated for UG Programmes - B.E. - AERO, CSE, EEE, ECE, Mechanical & B. Tech - IT along PG Programme - MBA.
- The Institution has a well-defined organizational structure and the governance model. Various committees are formed to make and take the right decisions.
- The institution implements e-governance by I - Campuz.
- The Institution provides various welfare measures for teaching and non-teaching staff members by providing financial support to attend FDPs, etc and other leave benefits.

- The faculty members are given appraisal according to their academic performance and research works.
- The institution conducts internal and external financial audits regularly and looks after the infrastructure and financial expenditure.
- IQAC has initiated the Value Added Courses and Centralized Internal Valuation.
- IQAC conducts meetings at the beginning of each semester. A well-planned academic calendar is framed well in advance in order to deliver effective teaching and learning process.
- Quality assurance initiatives like IQAC minutes of meeting, AQAR submission, AAA, Participation in NIRF, ISO Certification.

Institutional Values and Best Practices

- The college is committed to providing a safe and secured environment especially for girls and also has a common room for them.
- Women's Grievance Redressal cell has been formed to solve issues and take remedies pertaining to sexual harassment.
- The college has Solar Panels for generating alternative energy source which is utilized for effective lighting.
- The college promotes various green initiatives like Rain Water Harvesting, Biogas plant, Separate Dust Bins and Tree Plantation around the Campus.
- College uses LED lighting systems for providing brighter and energy efficient lighting.
- College has facilitated resources like user friendly restrooms and ramps with handrails for differently abled people.
- College has formed an individual committee for maintaining code of conduct for various stakeholders and a handbook has been issued.
- College takes high privilege in celebrating Independence Day and Republic Day with more importance, and also in celebrating birthdays of various national leaders on remembrance.
- Sports day and Pongal festivals are celebrated to promote our valuable heritage.
- Best practices are followed in the institution including student mentoring process and Centralized Internal Assessment and Valuation for providing valuable suggestions in student's performance.
- Apart from curriculum, college conducts value added course for the betterment of the students.
- College is also involved in various social responsibilities through NSS volunteers like Blood donation camps, Road safety awareness, Medical camps, Alcohol abolition rally, and Dental checkup. The college has also issued awareness notices around the college surroundings.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY
Address	GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY 80 FEET ROAD, EDAPALAYAM, REDHILLS, CHENNAI - 600052
City	CHENNAI
State	Tamil Nadu
Pin	600052
Website	www.gojaneducation.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Selvakumar C	044-26311045	8072373836	044-26311002	principal@gojaneducation.com
IQAC / CIQA coordinator	Suresh Raj L	044-26311009	9884566996	044-26311038	sureshraj.l@gojaneducation.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	30-08-2005
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University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Tamil Nadu	Anna University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	12-03-2015	View Document
12B of UGC	23-02-2018	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	29-04-2019	12	

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY 80 FEET ROAD, EDAPALAYAM, REDHILLS, CHENNAI - 600052	Rural	15.98	20000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BE,Aeronautical Engineering	48	HSc or Equivalent	English	60	29
UG	BE,Civil Engineering	48	HSc or Equivalent	English	60	0
UG	BE,Computer Science And Engineering	48	HSc or Equivalent	English	90	66
UG	BE,Electrical And Electronics Engineering	48	HSc or Equivalent	English	30	10
UG	BE,Electronics And Communication Engineering	48	HSc or Equivalent	English	90	27
UG	BE,Mechanical Engineering	48	HSc or Equivalent	English	120	39
UG	BTech,Information Technology	48	HSc or Equivalent	English	30	19

PG	ME, Computer Science And Engineering	24	B.E. or Equivalent	English	18	5
PG	ME, Applied Electronics	24	B.E. or Equivalent	English	18	1
PG	ME, Cad Cam	24	B.E. or Equivalent	English	18	6
PG	ME, Engineering Design	24	B.E. or Equivalent	English	18	5
PG	ME, Power Electronics And Drives	24	B.E. or Equivalent	English	18	6
PG	ME, Vlsi Design	24	B.E. or Equivalent	English	18	3
PG	MBA, Master Of Business Administration	24	Any UG Degree	English	60	50

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	19				29				74			
Recruited	14	2	0	16	4	2	0	6	51	23	0	74
Yet to Recruit	3				23				0			
Sanctioned by the Management/Society or Other Authorized Bodies	16				6				136			
Recruited	14	2	0	16	4	2	0	6	99	37	0	136
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				33
Recruited	22	11	0	33
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				90
Recruited	74	16	0	90
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	14	2	0	1	1	0	0	0	0	18
M.Phil.	0	0	0	2	0	0	11	9	0	22
PG	0	0	0	1	1	0	88	28	0	118

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	52	1	0	0	53
	Female	23	0	0	0	23
	Others	0	0	0	0	0
UG	Male	166	1	0	0	167
	Female	83	1	0	0	84
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	109	107	51	37
	Female	73	89	29	19
	Others	0	0	0	0
ST	Male	1	2	2	1
	Female	2	2	0	0
	Others	0	0	0	0
OBC	Male	125	111	87	111
	Female	41	49	54	43
	Others	0	0	0	0
General	Male	7	5	11	12
	Female	5	5	4	2
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		363	370	238	225

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
597	590	594	593	587
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	14	14	14	14

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1076	1053	968	983	1166
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
482	482	482	482	482

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
126	139	221	268	267

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
158	168	174	161	151

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
158	168	174	161	151

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 55

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
15.49	28.13	37.9	42.43	38.54

4.3

Number of Computers

Response: 404

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

- The College is affiliated to Anna University, the curriculum and syllabi prescribed by the university are strictly adhered to. Apart from this prescribed curriculum, the college has devised few ways and means to reinforce the teaching and learning process in the following ways:
- Pre-planned Academic calendar is aligned as per the University issued assessment schedule which includes Industrial Visits, Guest Lectures, Symposium, Cycle Tests (CT), Model Exam and other related activities.
- Lesson plan and Lab manuals are prepared prior to the commencement of the semester.
- Meetings are conducted by the Principal periodically with all Heads of the Department to evolve various strategies for effective implementation of the Curriculum.
- Enhanced Library facilities with Wi-Fi.
- Preparation of course file by the faculty members which contains the lesson plan, 2 mark questions and answers, notes of all the units and university question papers prior to the commencement of each semester. A random topic is explained in the presence of the Principal.
- Formalizing innovative teaching methods, in addition to the traditional lecture method to brush up the active participation of the students.
- To face the challenges of today's technological atmosphere, the institution organizes PPT & video discussion for all the students. The students are allowed to express and discuss their ideas with the faculty members.
- Mentoring the students and motivating them to strengthen their bond with the faculties and to enhance the performance of the students. Mentors maintain the academic records of their mentees.
- Organizing suitable guest lectures by industry personnel and industrial visits to improve the curriculum designed and specified by Anna University.
- Allotment of the course is based on experience and accomplishment in previous years.
- Feedback is collected and analyzed on regular basis so as to monitor the syllabus completion and personal queries of the students.
- Conducting Class committee meeting thrice a semester to discuss the various issues concerned with the academics.
- The Head of the Department maintains a good rapport with the students and the faculty members, and conducts frequent Minutes of Meeting in the department for the effective implementation of the curriculum.
- The Head of the Department and the Principal review the periodic completion of the syllabus by the faculty.
- Methodical examination process, prompt evaluation, dispatch of the results to the parents at every phase.
- Periodically conducting Parent-Teachers meeting to discuss the students performance.
- Notifying parents about the absentees on regular basis by the class advisors.
- Pioneering new projects and encouraging the students to accomplish it by allowing and supporting

them in all their endeavours.

- Sophisticated laboratories according to the requirements of the curriculum.
- Aptitude and soft skill hours are included in the time table.
- Regular coaching classes for training the students.
- Formalizing “**outcome-based approach**” for the effective delivery of the curriculum.
- Question papers are prepared to attain the effectiveness of the course outcome.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Academic calendar is a guideline for Continuous Internal Evaluation (CIE) systems. The academic year starts on the date as prescribed by Anna University which includes start and end dates of the semester and examination schedules. The university publishes in advance, the academic calendar containing plans for curricular and co-curricular activities based on the available working/teaching days. With reference to University calendar, IQAC of the institute prepares the detailed calendar of events at the institute level. It includes the dates of re-opening, commencement of cycle tests, commencement of semester examinations, important functions of the college and government, local and institutional holidays etc. Cycle tests and model exams are conducted strictly as per the guidelines of University and as per academic calendar. Three internal tests are conducted as per the University norms. After conducting each internal exam the centralized evaluation is completed within two days. The institution academic calendar for each semester is designed to meet the university academic schedule.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
Response: 100	
1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.	
Response: 14	
File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years											
Response: 16											
1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.											
<table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>7</td> <td>2</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2018-19	2017-18	2016-17	2015-16	2014-15	7	7	2	0	0
2018-19	2017-18	2016-17	2015-16	2014-15							
7	7	2	0	0							
File Description	Document										
List of Add on /Certificate programs	View Document										
Brochure or any other document relating to Add on /Certificate programs	View Document										
Any additional information	View Document										

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**Response:** 2.36**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
63	55	7	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment**1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:****Gender:**

- There is no gender discrimination in the institution. Girls are given equal opportunities in all aspects.
- Separate events for girls and lady faculty members in sports day are conducted.
- Women's day is celebrated in such a manner to enhance gender equity. Glimpse of great women personalities are imparted to the students at the event.
- The Institution has a Gender Grievance cum Redressal Committee.
- Many of the higher positions of the institution are held by Women.
- Women faculty members and students are encouraged to attend various seminars, workshops about women empowerment both at intra and inter collegiate level.

Environment and Sustainability:

- Environmental Science and Engineering course is offered to all branches of Engineering in 2008, 2013 and 2017 regulations. This course focuses on Environmental, Ecosystems, Bio-diversity, addresses environmental issues and conservation of natural resources.
- PO and PEO of all the Programmes insist a sense of responsibility to preserve the environment in the minds of students.
- A Roof-top solar panel is installed as alternative power resource.

- Tree plantation is practiced to enhance the natural aura of the ambience including organic farming and relevant seminars are conducted on regular basis.
- The college campus avoids usage of plastics in most of the possible cases.
- Organic wastes are dumped in the biogas plant to generate biogas.
- Electric bikes are used inside the campus as an initiative to avoid carbon emission.

Professional Ethics and Human Values:

- Professional Ethics and Human Values course are offered to all branches of Engineering in all the regulations. This course focuses on human values and ethics, explains safety and risk factors, rights of the engineers and addresses global issues.
- PO and PEO of all the Programmes have a Professional Code of Ethics and commit to serve the society so as to impart human values and ethics in the young minds.
- Students and Faculty members are expected to follow the Institute's code of ethics.
- Students are encouraged to do projects which teach them research ethics like plagiarism.
- Faculty members stick to the code of ethical practice for research.
- NSS is included as a part of the curriculum to inculcate the service of the nation which involves blood donation, tree plantation and other social campaigns.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 4.32

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
28	28	26	24	22

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)	
Response: 4.46	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 48	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni	
Response: A. All of the above	
File Description	Document
Any additional information (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:
<ol style="list-style-type: none"> 1.Feedback collected, analysed and action taken and feedback available on website 2.Feedback collected, analysed and action has been taken 3.Feedback collected and analysed 4.Feedback collected 5. Feedback not collected
Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 40.94

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
327	363	370	238	225

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
744	744	744	744	744

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 63.2

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
327	363	370	238	225

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The College organizes orientation program for the parents and the students at the commencement of new batch every year. The program would help students and parents to get familiarized with the institution, curricular and co-curricular activities, facilities, rules and regulations etc.

Advanced Learners

- High performing students are identified on the basis of internal assessments, university examination, and involvement in classroom. Encouraging them with extra care to obtain University Ranks and also to improve their knowledge.
- Students are encouraged and motivated to participate and present papers in various Seminars/Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges. They are also motivated to participate in extra-curricular activities, exhibitions and cultural competitions.
- Coaching is also given through soft skill training, aptitude and placement training.

Slow Learners

- Remedial Classes are conducted to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up
- Set of students are assigned for a faculty who act as a mentor, Personal and Academic care is completely taken care of by the corresponding mentor.
- The mentor monitors academic performance and interacts frequently to understand and assist any student with issues that affect their ability to learn or impeded their academic success.
- Faculty members do periodic interaction with parents regarding the performance of slow learners.
- Learning material prepared by subject handling faculty members, verified by head of the department are given for student's reference.

File Description	Document
Upload any additional information	View Document

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 7:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

- Student centric methods is an educational process that focuses on what students can do or the qualities they should develop after they are taught.
- Student centric methods involves the restructuring of curriculum, assessment and reporting practices in education to reflect the achievement of high order learning and mastery rather than accumulation of course credits.
- Both structures and curricula are designed to achieve those capabilities or qualities.
- It requires that the students demonstrate that they have learnt the required skills and content.
- Students are given grades and rankings compared to each other – students become **exam oriented** or **CGPA driven**.
- Emphasis on soft skills needed in jobs e.g. communication skills, interpersonal skills, analytical skills, working attitude etc.
- In the Student centric methods approach, given the more specific nature of its course and programme outcomes, it would be necessary to develop a range of teaching and learning activities that are aimed at achieving these particular outcomes.
- **Role Plays:** Role play helps our students to learn and try out the experience in a play style. Subjects are well explained to the students by adopting role plays.
- **Discussions:** We do follow the discussions in many of the subjects as it makes the students to think wide and participate to come up with the opinions & suggestions to check their current knowledge.
- **Debates:** Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.
- **Mini projects:** To enhance the practical knowledge with innovation, we do encourage our students to make some Mini projects from II-year onwards, though it is not a part of the curriculum.
- **Case studies:** Case studies mainly for the circuit branches where the students are expected to have practical knowledge & logical thinking based on the realistic experiences.
- There are enough opportunities for all the students to develop their skills,
- Knowledge and leadership qualities through participation in various conferences, symposium conducted at national and international level.

File Description	Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

- Information & Communications Technology (ICT) enabled teaching methodologies and advanced technology are being followed by the faculty members in class rooms.
- The academic plan with budget, lesson plan, lab manuals and question banks with solution are made available at the very beginning of the semester
- The use of multimedia teaching aids like, LCD projectors, classrooms with internet enabled smart systems are usually used in classrooms.
- Smart classrooms help students and teachers organize assignments, boost collaboration, and foster better communication.
- The electronic resource packages like DELNET, NPTEL, SPOKEN TUTORIAL and Digital Library are available.
- The faculty members effectively utilize Audio Visual aids to demonstrate the concepts to the students using the resources from National Programme on Technology Enhanced Learning (NPTEL) to enhance the learning experience. External Hard disk containing web and video courses (offline) from NPTEL are accessible to faculty and students from the server installed in the library.
- Sufficient number of books, Journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through proxy server in the campus.
- All the departments conduct seminars, workshops and guest lectures on the advancements in the core subjects for effective teaching and learning by the faculty members and students in each semester.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)**Response:** 10:1

2.3.3.1 Number of mentors

Response: 110

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 9.48

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
16	18	16	13	14

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 2.41

2.4.3.1 Total experience of full-time teachers

Response: 381

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

- Students are briefed through faculty about internal assessments, question paper patterns and university examinations.
- Cycle tests are conducted at regular intervals during syllabus completion. The faculty makes sure that the pattern of the questions is varying for different units. The internal examinations are also conducted for practical courses.
- The Cycle tests examination pattern is communicated to the students through the circular. The circulars in this regard are also circulated to the faculty members and are also displayed on the notice boards for students.
- An examination committee is constituted every year to coordinate the internal and external examination activities.
- Internal examination schedule is displayed on notice board in advance. Three internal examinations are held per semester.
- Internal examination answer papers are evaluated by centralized valuation process.
- The internal assessment mark lists are displayed on the notice boards.
- The subject faculty briefs the students in the classroom about their attendance and performance in the internal examinations.

File Description	Document
Link for additional information	View Document

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

- Students are free to interact with the Faculty/Staff members to resolve grievances if any, regarding the assessment.
- As per the university norms, following are the methods of grievance redressal regarding:

Internal Assessment:

- If a student is not able to appear for the examination due to medical or any genuine reasons retest is conducted for that student as per norms, provided that he/she submits application with proper documents.
- If any student scores less marks and wants to improve in that subject, he/she can appear for the retest.
- Any student who is not satisfied with the assessment and award of marks may approach the concerned HOD who can intervene and seek opinion of another course faculty.
- The cycle test papers are shown to the students for self-assessment.

University Assessment:

- With reference to evaluation, if the student scores less mark than expected, he/she can apply for reevaluation of his/her answer script after paying the prescribed fee.
- Students can apply for verification with photocopy of answer books and also they can challenge the evaluation of answer books.

File Description	Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.****Response:****Mechanisms of Communication:**

- The College has clearly stated the learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.
- Hard copy of the syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- Learning Outcomes of the Programs and Courses are displayed on the walls of each department.
- Soft copy of Curriculum and Learning Outcomes of Programs and Courses are also uploaded to the Institution internal website for reference.
- The importance of the learning outcomes have been communicated to the faculty members in every meeting.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**Response:**

- At the end of the each programme, the Program Outcome (PO)/ Program Specific Outcome (PSO) assessment is based on the Course Outcomes (CO) attainment of all curriculum components. The

description of Assessment tools used for the evaluation of program outcomes is given in attachment.

- In each course, the level of attainment of each CO is compared with the predefined targets. If it does not match the course coordinator takes necessary steps for the improvement to reach the target. With the help of CO against PO/PSO mapping, the PO/PSO attainment is calculated by the course in-charge.
- The POs/PSOs are the qualities that must be imbibed in the graduates by the time of completion of their program. At the end of each program, the PO/PSO assessment is based on the CO attainment of all curriculum components.
- The PSOs are framed based on the guidelines of learning outcomes. For every course, there are number of outcomes to be achieved at the end of the course. This outcome is usually a combination of main course content and may cover more than one topic.
- All course outcomes shall have linkage to programme outcomes in such a way that the strongest relation has the weight 3 and the weakest relation is 1.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 64.59

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
126	139	221	268	267

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
290	227	300	387	422

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

<p>2.7.1 Online student satisfaction survey regarding teaching learning process</p> <p>Response: 3.42</p>	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 50.18

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
4.84	12.47	13.75	10.89	8.23

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 Number of teachers recognized as research guides

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 45

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	4	4	3

3.1.3.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	8	8	8

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

Centre of Excellence

- Vishwakarma R&D Centre
- Gojan Robotics
- Cisco Networking Academy

Vishwakarma Research and Development (R&D) Centre came into existence in September 2016 as a research initiative. The main motto of the Research Centre is to inculcate the skills needed to face the competitive and modern environment. The major objective of R&D Centre is to develop new solar, hybrid vehicles to meet the current requirements and demands of the advanced technological environment and to make progress in the technical skills. Our students have participated in various inter collegiate, National level events etc. to exhibit their talent in a wise way.

Gojan Robotics Centre came into existence in July 2017 as another research initiative to acquaint them with latest technological developments in the field of Industrial Robotics. The Research Centre conducts training programs for all the students irrespective of departments. This enhances the students' interest in Robotics as well as make them industry ready.

Gojan School of Business and Technology offers certificate/skill development course in CISCO certification training. Cisco Networking Academy helps students comprehend about the Network Domain. It helps students pursue additional training or education for the students, and earn globally recognized certification. In order to expose the students to the latest technologies the college has set "CISCO NETWORKING ACADEMY" at the campus to encourage the students' participation.

File Description	Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property

Rights (IPR) and entrepreneurship during the last five years**Response: 55****3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
14	14	9	8	10

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards**3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response: 0****3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years****3.3.1.2 Number of teachers recognized as guides during the last five years**

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response: 0.11****3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
5	2	1	1	9

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.04

3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	2	0	0

File Description	Document
List books and chapters edited volumes/ books published	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The College has made its noteworthy contribution to the society and environment by participating to promote College-Neighborhood-Community network. Major emphasis is given on student engagement, service orientation and holistic development of students contributing towards the welfare of the organization. NSS unit and a team of committed faculty members engage students in the community development programmes. Rural India has been facing uncleanliness, unhygienic, malnourished conditions and the most important problem is open defecation. Lack of awareness is noted among the villagers about such problems like health, cleanliness and diseases. Our NSS unit works for solving such social problems. Open defecation problem may cause several communicable diseases among rural localities and pollute the area. To solve this problem NSS unit and College has adopted Alamathi and Nallur villages and cleaned the villages. Due to such activities students also get awareness about sanitization. For abatement of with deforestation and pollution problem NSS unit focused on tree plantation among villagers. Our NSS volunteers organized and actively participated in the rally on Abolition of Liquor Consumption and also conducted expert talks on Abolition of Liquor Consumption for the villagers and public. Also our NSS unit was interested to help our neighbor community by conducting Road Safety Awareness Camp with collaboration of Chennai traffic police and inviting them to

give talks about the same. Annually, NSS unit organizes annual health checkup, annual blood donation and hemoglobin checkup camps in collaboration with government and non-government organizations. Also, physicians are invited to orate on health issues, nutrition issues, and issues that are specified for girls and women. These activities among students make positive impact on health awareness and personal hygiene. Working together with other individuals, students learn to negotiate, communicate, manage, and conflict and lead others. Such programmes sensitize the student volunteers towards the social issues and take challenges of the lesser privileged sections of the society. Involvement in these extension and outreach activities, the students develop critical thinking skills and time management. Working outside the college campus and with diversified social groups of people allows students to gain self-confidence, autonomy, and appreciation for others. These activities help them to become good leaders and well-mannered citizens.

File Description	Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 29

3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non-Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	3	4	1

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 32.05

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
580	610	250	180	50

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 69

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
18	17	10	6	18

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 22

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	1	0	4	8

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY provides the best available infrastructure to the students to become a recognized center of Excellence for Science, Technology & Engineering Education, while being committed to quality teaching, learning and research. The institution has adequate facilities to fulfill the norms laid by AICTE. The Institution has a sprawling campus spread over 15.98 acres with modern buildings, technology enabled classrooms and excellent infrastructure to create a learner-centered environment.

The college has a positive progressive approach for creation and enhancement of the infrastructure which facilitates the effective teaching-learning process. The college management frequently discusses with the stakeholders to improve the infrastructure facilities.

The college is actively trying to improve the quality of the knowledge imparted to the students. The college policy allows us to be flexible and adapt to the current needs of our students so that we are able to bring the best out of them. The college has an R&D cell with all required facilities.

The facilities of the college like spacious classrooms, smart classrooms, well equipped laboratories, central library, and seminar halls are also constantly upgraded to meet the requirements. Every department is equipped with their own computing resources as well as a department library. The workshop consists of different facilities individual for each department. Restrooms are available in each block.

Training and Placement (T & P) cell provides adequate infrastructure for training and co-curricular activities. It has separate seminar halls to carry out different activities of T & P such as seminars, interviews, soft skill training and workshops related to emerging technologies to keep everyone in college updated in their respective fields.

For identifying malicious activities in the campus, the electronic surveillance system has been installed. It helps to identify unwanted elements in the campus which provides security to students, staffs & facilities

Sl. No.	Facilities	Total number	Area under Sq. feet
1	Class Rooms	52	4368 sq.m
2	Laboratories	All Departments	5346 sq.m
3	Seminar Halls	3	565 sq.m
4	Auditorium	1	400 sq.m
5	Workshop	3	1200 sq.m

6	Drawing Hall	3	788 sq.m
7	Computer Centre	3	919 sq.m
8	Library	1	660 sq.m
9	HOD Facilities Room	9	126 sq.m

File Description	Document
Paste link for additional information	View Document

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

Response:

- The college has ample space for both indoor and outdoor sports and games in which 2 cricket grounds are used to conduct Zone-I Anna university cricket tournament every year.
- Annual sports day are conducted every year for the students in order to encourage them and to bring out their individual talents in sports.
- Each sports player is encouraged to participate in the open tournament for extracurricular activities.
- Every year our students take part and win medals in various events like best athletics, boxing, physique etc.,
- Our college extends its support in sponsorship which includes food and transport to the sports students who take part in all the activities to develop their sports talent.
- Every year best sports students are awarded.

Sports Complex (Indoor Stadium)

- Chess
- Table Tennis
- Carrom

Sports Complex (Outdoor Stadium)

- Cricket
- Foot ball
- Hockey
- Volley ball
- Basket ball
- Kabadi
- Tennis
- Kho kho
- Athletics 400m track field

S. No	Sports/Indoor and Outdoor Games	Number of courts	Area	Year of Establishment
1	Cricket ground	2	13000sq.m	2006
2	Foot ball ground	1	7140sq.m	2006
3	Hockey field	1	6208sq.m	2014
4	Volley ball	1	508sq.m	2014
5	Basket ball	1	436sq.m	2016
6	Kabadi	1	420sq.m	2009
7	Tennis	1	260.87sq.m	2014
8	Kho kho court	1	1150sq.m	2011
9	Atheletics 400m	1	3600sq.m	2006
10	Chess	4	-	2006
11	Table tennis	1	-	2006
12	Carrom	2	-	2006

Students achieved many awards and prizes in Anna University Zone, state and national level.

Events Conducted in the last five years

Year	Name of the activity	No.of. teams	Total no. of stu
2018 - 2019	Anna University Zone Cricket Tournament	25	400
2018 - 2019	Anna University Zone Football Tournament	22	440
2017 -2018	Anna University Zone Cricket Tournament	27	432
2017 -2018	Anna University Zone Football Tournament	27	486
2016 -2017	Anna University Zone Handball Tournament	11	154
2016 -2017	Marathon	150	752
2016 -2017	Annual Sports Day	160	480
2015-2016	Annual Sports Day	14	518
2015-2016	Marathon	130	890
2014-2015	Anna University Zone Cricket Tournament	28	448

Regular Cultural Activities

Students are talented in Music, Dance, Quizzing, Adzap, Oratorical, Essay Writing, Nusic, etc., are identified and sent for inter collegiate competition.They regularly win prizes and make all of us proud.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 14.55

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 08

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 96.18

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
15	30	35	40	35

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Central Library of the Institution is equipped with latest reading resources both printed and electronic. All the printed reading resources are bar coded.

Library has membership in British Council, Anna University, DELNET, MALIBNET for improving the language and technical skills of students. Complete resources have been kept on an open access system. The library is housed in a spacious building and has a seating capacity of 150 users at a time.

Our college provides uncompromising information and intellectual requirements to its students and faculty members with an a user-friendly approach. The reading room is well furnished to accommodate students at any time and provides conducive environment for study. Exclusive reference section is available in the library. An entry book is maintained for students and faculties. New arrivals of books and journals are displayed on separate stands and racks. Visitors in and out entry register is also maintained which is signed by them.

Library is automated using the Integrated Library Management System (ILMS). The Library uses Auto Library Software partially automated from Year 2015. This module contains details regarding Book Title, Author, Publisher, Year of Publication, Edition, Price, Total No of Pages, Department, Subject, Subject Code, Date of Purchase, Invoice Number, Book Type, ISBN & Vendor Details etc., All the data entered can be edited and can be updated, which gets stored. Library also has many collections of e- journals and e-books.

Particulars	2018-2019		2017-2018		No
	No	Value	No	Value	
TEXTBOOKS	33149	10116075	32006	9601800	30005
REFERENCE BOOKS	11240	3372000	10669	3200700	10000
E-BOOKS	845	725000	845	725000	350
JOURNALS	180	860688	180	413918	180
E-JOURNALS	805	581150	373	567580	373
DIGITAL DATABASE	-	-	-	-	-
CD / VIDEO	934	116800	934	116800	765
LIBRARY AUTOMATION	-	63000	-	-	-
WEEDING(HARD&SOFT)	-	-	-	-	-
(OTHERS(SPECIFY)					09

1.NEWS PAPERS					
2. MAGAZINES	3	6920	-	-	11
3.PROJECT REPORTS					870

File Description	Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 8.36

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
9.82	12.42	0.4	10.6	8.54

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 8.1

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 100

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution provides the necessary IT facilities to all the departments and administrative office. All the departments are equipped with projectors, centralized printers and scanners. The computers are provided with internet facility and are installed with the required software; Hardware is also maintained from time to time. The college website is monitored and updated regularly. Apart from computers available in the staff room of various departments, the institution provides a centralized computer room for printing and scanning purposes.

The whole campus has an Internet facility with a speed of 100 Mbps by JioInfocom and 20 Mbps by Bharti Airtel. All computers have internet facility. Computer laboratories are well equipped with adequate software packages as per the curriculum needs.

The institution upgrades the software packages and also purchases new software if required.

Sophos XG 130 Firewall is provided to prevent the unauthorized Internet users from accessing private networks connected to the Internet. Licensed Antivirus is used to enable the security of files in the computers. The institution has 404 well configured computers connected to the server.

The institution has a separate English Language Lab, Computer Lab and CAD/CAM Lab. The Institution has 3 seminar halls. Library is automated and has access to internet facility. The maintenance of Computers, Internet, Software Installation and Maintenance Upgrade of Hardware is done from time to time whenever required.

Updatons in IT Facilities and Wi-Fi

S.No	Updation in systems	Year of Upd
1.	20 system updated from Dual Core to i5 system in computer centre-2	2016-20
2.	10 system updated from Dual Core to Ryzen in Mech department	2018-20

Wi-fi access points were installed in the following various locations. Also, the Wi-Fi access points are updated constantly during the regular intervals as when required.

S.No	Installed Location	Device
1.	Admission Office	1
2.	Chemistry Lab	1
3.	Drawing Hall	1
4.	Library	2
5.	Class room(G17)	1
6.	Class Room(F7)	1
7.	Class Room (S5)	1
8.	Oops lab	1
9.	CSE Dept	1
10.	Aero Dept	1
11.	Mech Dept	1
12.	Aero Lab	1
13.	Work shop	1
14.	Printer Room	1
15.	R&D	1
16.	Canteen	1
17.	Multipurpose Hall	1
18.	Admin office	4
21.	D-Block class room G1	1
22.	Boys Hostel	8
23.	Girls Hostel	2
24.	Auditorium	2
Total		35

File Description	Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 3:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 1380.47

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
478.20	165	486.65	489.30	305

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Response:

The college has appointed several faculty members for maintaining the infrastructure by the way of building maintenance, transport, furniture and generator operator in case if the power shuts down. Separate Complaint registers are maintained for various services like electrical, plumbing, housekeeping etc. People, who work on maintenance of the college, will report regularly about the breakage o finstruments and devices to the higher authority.

Laboratories(Utilization and Maintanance)

The class rooms, laboratories, seminar halls and library facilities are utilized regularly by the students for the learning process. Time table and log books indicate the regular utilization of the respective facilities.

Computer Laboratories:

Students and faculty members can access the intranet and internet. Preventive and breakdown maintenance procedure is followed to ensure maximum availability of the systems in the lab. Installation of antivirus and firewall ensures that the software and system is secured. A daily status check on the hardware and software condition of the machines are undertaken and the same is noted in a register. It helps to identify and rectify the problems at the early stage itself. If the problem is minor the technical support staff of the lab will rectify it. For major failures support from vendor is taken. Periodic maintenance is done by regular cleaning of the lab spaces, software updates and antivirus updates. The stock in the lab is verified by the faculty team from other departments. Anti - virus software is purchased and is renewed annually for the better performance of all the computers in the institution

Electrical and Electronic Equipments:

Regular checkup of equipment is carried out at the end of every semester. Breakdown register is maintained in the laboratories. The faculty trainer kit is serviced by service engineers of the specified companies. The measuring instruments are calibrated regularly by standards companies. Stock verification is done at the end of every year by the faculty members from other departments.

Machine Laboratories:

All equipments are serviced at the scheduled time. All machine tools including the location are properly guarded. Machine tools and equipments are operated only by qualified and authorized personnel in order to maintain safely. Stock verification is done at the end of every year by the faculty members from other departments.

Library:

The library is well equipped with all necessary software for the computers and equipped with huge selection of reference books. The students and the faculty members are regularly borrow and refer the library books by providing their library cards. The librarian maintains the updates regularly with the help of an accession register. If any book is lost or damaged by the student or faculty, they have to replace the book or have to pay the penalty that may vary depending on the situation.

Sports complex:

The college gives heavy importance to sports events. Students participate in intra as well as inter college competition. The college has nine outdoor games such as cricket, volleyball, basketball, football and indoor games. The play grounds are maintained regularly.

Maintenance

Separate housekeeping and security agencies have been appointed for security & cleanliness of the institution. The garden is maintained by the gardener who is appointed by the institution

Fire fighting systems are provided to encounter situations like fire hazard.

Service department	No.of staffs

Electrical work	8
Civil work	10
Transport	40
Computer servicing	7
House keeping	25

Maintenance of sensitive equipment, Power and Water supply:

Category	capacity	Total number	Main
Generator for constant Power supply	125 KVA	1	Y
RO plant for constant Water supply	2000 litre	1	Y
UPS for computer backup	140 KVA	9	Y

File Description	Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 29.63

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
355	469	345	182	192

File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

Document

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 14.74

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
339	233	156	39	0

File Description

Upload any additional information

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

Document

[View Document](#)

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: E. None of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years				
Response: 32.37				
5.2.1.1 Number of outgoing students placed year - wise during the last five years.				
2018-19	2017-18	2016-17	2015-16	2014-15
39	59	60	91	73
File Description	Document			
Upload any additional information	View Document			
Self attested list of students placed	View Document			
Details of student placement during the last five years (Data Template)	View Document			

5.2.2 Average percentage of students progressing to higher education during the last five years	
Response: 0	
5.2.2.1 Number of outgoing student progression to higher education during last five years	
File Description	Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)
--

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	4

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 51

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
15	10	9	10	7

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

Student representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular and extracurricular activities. The student representatives bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. Students are represented as members in the class committee meetings through which they can suggest their ideas and discuss their issues. Function of student' volunteers in each department is to organize various programs including technical symposium every year. College creates a platform for the active participation of the students in the various academic administrative bodies including other non-academic activities. It empowers the students in gaining leadership qualities, participation, interactive cooperation, problems solving skills and execution of various skills. Each council has a representative council, called as Class Committee. The students express their views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class. The composition of student members is of one topper, one average and one slow learner of each section who are nominated as class representatives for all the sections from First Year to Final Year. The Student Council helps students to share ideas, interests, and concerns with the Faculties and Principal. They also help to raise funds for wide activities including social events, community projects, and helping people in need. Various programs like paper presentations, workshops and seminars are organized by these bodies every year. The student council support with management for sports, programs and other social activities. Student council also helps in maintain disciplinary activities.

File Description	Document
Upload any additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.6

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	2	0	1

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Institution has a registered Alumni Association. The Alumni Association of Gojan School of Business and Technology has been registered under the Tamil Nadu Societies Registration Rules, 1978 ACT, 1975 (TAMIL NADU ACT 27 OF 1975) at Chennai North on February 14, 2014. The association provides a forum for the Alumni to exchange of ideas on Academic, Cultural and Social Issues of the day by organizing and coordinating reunion activities of the Alumni. The association has the following members President, Secretary, Treasurer and Executive members.

The undergraduate students who had interacted with the Alumni were identified as developing “Self-identity”, Social networks and Career path.

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: B. 4 Lakhs - 5 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

VISION:

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY strives to build a thriving learning-culture, responsive to the needs of the community at large, through value based education.

MISSION:

To provide a unique learning experience that will enable the students to realize their innate potential and mould their overall personality.

GSBT's vision is to provide a value based unique and successful education which in turn enriches our society and mission by offering distinctive learning culture and experience in order to explore the real potential of the students. In order to accomplish the vision and mission goals, Effective Leadership is strived through the distinctive governance on the activities performed at different levels which cope up with the vision and drive the mission of the institution. This is achieved by the following programs and activities:

- The governance of Leadership is practiced through well-defined systems and organizational structure according to the norms of Anna University and AICTE.
- The institution has well qualified and competent administrators to provide effective leadership and management at different levels.
- The institution ensures in improving the quality at each and every level through the development of policies & guidelines on a regular basis.
- The faculty members are nominated to various committees for managing the routines of the institution. Monthly meetings are conducted to collect innovative ideas from faculties through brain storming sessions for continuous improvement of the institution.
- Ideas and opinions are invited from alumni and other stakeholders for innovation and improvement in various functions of the institution such as Admission, Academics, Examination, Industry Interaction and Placements, Finance, Administration, Infrastructure, Sports, Maintenance, etc.
- Discipline, Welfare, Health and Safety are inculcated through various activities such as NSS, sports activities, blood donation camps, tree plantations, Cancer and AIDS awareness rally, Road safety awareness program etc.

The effective leadership ensures the excellence in both academic & administrative processes and procedures which include regular systematic audits.

File Description	Document
Paste link for additional information	View Document

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

The Institution follows various practices for decentralized management by delegating authority and providing operational autonomy to various departments and committees for the effective implementation and enrichment of the Institution.

The Principal assigns faculty members for each committee and helps discharge their responsibilities. Faculty members involved in various committees have the mobility to conduct various programs to exhibit their abilities. They are encouraged to develop leadership skills by being in charge of various Academic, Co-Curricular, and Extra Curricular activities. They are appointed as Coordinators and given authority to conduct industrial tours to have tie-up with industry experts and act as a Convener for organizing Seminars/Workshops/Conferences/FDPs. The committee meetings are held as and when required for the implementation and organization of certain activities. A report of activities is prepared by each committee at the end of every academic year.

The college promotes participative management at all levels. The Principal, Head of Departments and Faculty Members are involved in defining the policies and procedures, framing guidelines and rules relating to Admission, Placement, Discipline, Grievance, Counseling, and Training & Development etc. This helps in effectively implementing the same to ensure smooth and systematic functioning of the Institution. Faculty members contribute in sharing the knowledge by discussing the latest trends in technology during the faculty meetings. Head of the Departments will have an interaction between the students and faculty members in order to discuss issues that are put forth to the Principal. Particular students are chosen as class representatives and feedbacks are received. Further the Principal will conduct meetings with these individuals and identify the issues with regards to teaching, learning, examinations and offices in the college. Students express their issues according to their views related to the college and furthermore call attention to inadequacies in the agenda to help upgrade the institution. Students are in-charge of organizing various college events such as Symposium, Cultural events etc.

Thus, GSBT encourages Teachers, Students, Parents, Alumni, Staff, Corporate Resource People, Employers, Class Advisors and Class Representatives to share their ideas, opinions, suggestions through proper channels i.e. through Class Committee Meetings, Parent-Teacher Meetings, Alumni Meet, Subject Handling Faculty Meetings, Department Meetings and Student Feedback System. The views and suggestions received from various stakeholders of the institution are reviewed, analyzed and utilized for decision making.

File Description	Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Strategic plan is the art of formulating strategies, implementing, and evaluating the impact of those strategies based on organizational objectives. Thus, strategic plan focuses on integrating various departments & committees to achieve institutional goals. It ensures the accountability of strategies through process reviews, evaluation, reporting and, if needed, re-planning.

The institution has the following perspective plans:

- Expansion of physical and infrastructure facilities correspond to the anticipated increase in student's intake and courses.
- Enriching the academic and various group activities for the students is one of the measures recognized by the Perspective Plan.
- NAAC Accreditation Cycle 2.
- To get Autonomous status.
- To introduce more Value Added and Skill-Based Courses.
- To enhance research facilities and encourage faculty to involve in research, by undertaking Major and Minor research projects, consultant projects, publishing research papers in reputed and high impact factor journals.
- Motivate the students for the development of an eco-friendly campus and environment through various activities.
- To establish functional MoUs, collaborations, linkages with different industries, enrich training, on-the-job training, field trips, placements etc.
- To conduct more extension activities with the help of a local community and other stakeholders through NSS.
- To organize National/ International seminars and conferences based on research and quality.
- To increase the participation of students in research through field projects, in-house projects and publishing research papers in seminars and conferences.
- Active participation in sports.
- The college strives to go ahead with this perspective plan as a roadmap for student's achievement and growth and development of the college.

STRATEGIC PLAN DEPLOYMENT ON BOTH ACADEMIC AND ADMINISTRATION:

Admission

- Student Enrollment, Identity Cards, Merit list, Leaving certificates, Eligibility etc.

Academic

- Recognized under the section 2(F) and 12(B) of the UGC Act.
- ISO up gradation ISO 9001:2008 to ISO 9001:2015.
- Granted Permanent Affiliation for UG Programmes B.E. – AERO, CSE, EEE, ECE, Mechanical & IT.

- Granted Permanent Affiliation for PG Programme– MBA.

Fee Records

- The student database is useful in maintaining the fee records and disbursement of scholarships.

ERP implementation

- The College uses **MIS software (iCampuz)**.

Library

- The Library is a partially automated with AUTOLIB software package that has several functions. It offers OPAC services like Cataloging, Searching Member, Acquisitions and Circulation (issues, returns, and reserves). Subscription of DELNET, MALIBNET etc is done on an annual basis.

Internet Facility

- The College provides 120 Mbps leased line internet connection with Wi-Fi facility.

File Description	Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

The Institution has a well-defined organizational structure and the governance is carried out as per the hierarchy/order which is illustrated in the organizational chart. The governing body makes the policies and decisions to achieve the Institutional envision.

Administrative Setup:

- The Principal heads the administrative setup and is the key decision maker with regard to academic and administrative matters.
- Vice Principal supports the Principal in various academic activities.
- The Asst. Director (Student Affairs) takes care of the welfare of the students.
- Head of the Department assign departmental activities through their faculty members and staff.

Service Rules

The Institution follows the rules and regulations laid down by Anna University, Chennai, Tamil Nadu and AICTE, New Delhi.

Procedures for Recruitment:

Recruitment policy is transparent. Vacancies are listed in college website and social media and candidates can apply through proper channel and the shortlisted candidates are called for an interview. The interview committee consisting of the Management Representatives, Principal, Vice Principal, respective HODs and two-course experts interview the candidates. Candidates are then selected based on merit.

Grievance Redressal Mechanism:

Different functional bodies (committee) are formed to make holistic educational decisions and take the right path. Everyone is aware of the roles and responsibilities in governing the institution that pave the way to make our institution reach pinnacle in the field of education.

- Anti-ragging Committee
- Anti-ragging Committee Squad
- Complaints-Cum-Redressal-Committee
- Discipline-Welfare-Committee
- Planning and Monitoring Board

File Description	Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The Institution encourages the staff members to enrich their knowledge by providing training on the recent development trends. Both Teaching and Non-Teaching staff members are motivated to pursue higher education.

The following welfare schemes are available in the college for teaching and non-teaching staff members:

Welfare measures for teaching staff

- Accommodation Facilities.
- Medical and Maternity Leave Benefits.
- Free transportation Facilities.
- Financial support - FDPs and National/International Conferences.
- On Duty Leave - conferences, workshops, seminars, FDPs and examination duties.
- Pursuing Ph.D. program - number of On Duty leaves.

Welfare schemes for non-teaching staff

- Accommodation Facilities.
- Medical and Maternity Leave Benefits.
- Free Transportation Facilities.
- On Duty Leave - conferences, workshops, seminars, FDPs.
- Pursuing higher education On Duty leaves.

File Description	Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 6.71

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
22	14	11	8	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.6

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	1	1	1

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 17.39

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
21	70	27	18	8

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Performance Appraisal System - Teaching

Our Institution follows a performance-based appraisal system for both the teaching and non-teaching staff members. The system is entirely based on the performance of the staff members on various aspects like feedback, academic credentials, research work in their respective fields, higher education etc. The college management system reviews the detailed record of each and every individual to establish a valuable channel to enhance the growth of the individual as well as the institution. The appraisal for teaching faculty members is done by the performance appraisal form framed by the institution that comprises various factors.

Appraisal Criteria

CE-Consistently Exceeds: Achievements are well beyond expectation level.

FE-Frequently Exceeds: Performs tasks at high quality levels.

FM-Fully meets: Performance fully meets job requirements on a consistent basis.

NI- Needs Improvement: Performance sometimes meets requirements.

NA-Not Applicable

Performance Appraisal System- NON - Teaching

The appraisal for non-teaching is carried out purely based on their performance according to the position to which they belong.

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution conducts internal and external financial audits regularly as per the government rules. GSBT has a mechanism for internal and external audit done by qualified internal auditors and external auditors in each financial year. External audits are done by proficient financial auditors appointed by the board of trustees in the board meeting. The external auditors verify and certify all transactions such as entire income

and expenditure and the capital expenditure of the institution each year. The external auditor conducts statutory audit at the end of financial year. After the audit the report is sent to the management for review. The college files income tax returns every year within the stipulated time. So far, there have been no major objections. Minor errors that are pointed out by the audit team are immediately rectified and precautionary steps are taken to avoid recurrence of such errors in future. Therefore, the institution regularly tracks internal and external financial audit system regularly. The financial resources of the college are managed effectively.

File Description	Document
Paste link for additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institution has the following strategy for mobilization of funds:

At the beginning of each year, every department provides revenue and capital budget that will be reviewed and approved by the management Governing Body. The financial sources of the institution are tuition fees collected from students, hostel fee received from boys' and girls' hostels, and other minor grants along with alumni contribution. The budget is reviewed by the management on a quarterly basis. Whenever any deviation occurs in the budget, respective HODs need to address the issue and provide justification so that subsequently the same may be approved. Following this procedure, unnecessary purchases are avoided and the available funds are effectively utilized.

Optimum utilization of financial resources**Utilization of Financial Resources by the institution are mentioned below:**

1. For salary, welfare measures, etc.
2. For mandatory deposits, annual fee of statutory bodies/university, etc.
3. For creation and maintenance of academic infrastructure.
4. Rest of the money kept as fixed deposits according to future requirements.

Utilization of Financial Resources by Departments are mentioned below:

1. The sanctioned budget is utilized for purchasing of equipment and software and monitored by respective HODs.
2. Research and Development.
3. For organizing International & National Conferences/Seminars and Symposiums.
4. For conducting Curricular, Co-curricular, Extra-curricular and Extension Activities.
5. Alumni Association.
6. For the development of students by sponsoring various activities such as workshops, seminars etc.
7. Recurrence expenses, etc.

File Description	Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

The IQAC has contributed significantly for the institution from its inception in order to deliver effective teaching and learning process. IQAC initiated the Value Added Courses to make students apprehend content beyond syllabus. Recently we have implemented the Centralized Internal Valuation which evolved from the Centralized Internal Assessment. The purpose of Centralized Internal Valuation is to have transperence in awarding marks and also to assess the student's status in academics.

Value Added Courses

Value added courses have been introduced among various departments of the institution to provide students flexibility and meet the requirements of the industry. It helps in improving employability skills to apprehend the workplace of the industry. The main purpose of introducing value added courses is to bridge gaps between the students and the industry requirements. Students are trained by our faculty members who have expertise in their respective fields and certificates are provided on completion of the course. Students enhance their skills and knowledge to become quality engineers after getting trained by the experts.

Centralized Internal Assessment and Valuation

The main purpose of introducing Centralized Internal Assessment and Valuation in GSBT is to bring transparency in the periodic evaluation of teaching learning process. The Centralized Internal Assessment assesses the performance of students over a well-distributed interval of time within the semester and to make the examination an internal and integral part of the teaching process. Internal assessment tests will be conducted by college as per Anna University schedule. Internal assessment is to be assessed by the faculty of the particular course. GSBT Centralized Internal Assessment Section is headed by the Principal and assisted by Exam Cell Co-ordinator.

The schedules of internal assessments are communicated to students and faculty at the beginning of the semester through the institutions academic calendar. Syllabus for internal assessment will be communicated to the students well in advance. Question papers are set based on Course Outcomes and are approved by Heads of the Department. Answer keys are prepared by the faculty and submitted along with the Question Papers. Exam Cell Co-ordinator prepares a valuation list for each department and the paper valuation is done on time. After completion of the assessment the answer are given to students. Any grievances in valuation will be handled by the Faculty and Head of the Department if necessary.

File Description	Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals through IQAC meetings at the beginning of each semester. A well-planned academic calendar is framed well in advance in order to deliver effective teaching and learning process. Introduction of value-added courses to deliver content beyond syllabus. Each of these activities is planned by the respective committee head and implemented. Feedbacks are taken in order to make necessary changes.

The institutional Incremental improvements made for the preceding five years

GOJAN SCHOOL OF BUSINESS AND TECHNOLOGY has been accredited by National Assessment and Accreditation Council (NAAC) with 'B' Grade

1. Ms.PABITHA. M, B.E.(EEE) had secured FIRST RANK in the Anna University Examination held during April/May 2014. Overall 15 university ranks was achieved by all other departments put together.

2. Received the approval for Recognition of the institution under the section 2(f) of the UGC Act on March 12, 2015.
3. Granted Permanent Affiliation for UG Programmes - B.E. - CSE, EEE, ECE & Mechanical on April 03, 2017.
4. Granted Permanent Affiliation for PG Programme - MBA on May 05, 2017.
5. Received approval for recognition of the institution under section 12(B) of the UGC Act on October 23, 2017
6. "GENDER CHAMPION CLUB" was initiated on September 07, 2017 for the students and faculties.
7. Granted Permanent Affiliation for UG Programme - B. Tech - IT on January 09, 2018.
8. Granted Permanent Affiliation for UG Programme - B.E. - Aeronautical Engineering on February 22, 2019.
9. The institution is certified by ISO 9001:2015.
10. Introduced value-added courses in various programmes.
11. Volume of the Library books were increased and automation of library was done using AutoliB software.
12. Internet bandwidth is upgraded from 10 Mbps to 120 Mbps with Wi-Fi enabled campus. MIS upgrade using I-Campuz software.
13. Upgraded wired CCTV to IP camera.
14. Implementation of smart class room.
15. Signed MoU with various industries.
16. Blood donation, Liquor abolition rally etc. as part of NSS activities.
17. Seed ball preparation, Tree plantation etc. to confer about Green initiation.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The institution is well prepared to handle and respond to gender sensitive issues and provide an environment where men and women can study together with a sense of personal security and dignity. For this purpose the institute has setup a Women Grievances Redressal cell. The cell creates awareness about gender issues and works towards creating an environment of gender justice.

Our institution celebrates Women's Day every year in honour of their remarkable contribution to our society. The day also commemorates the inspiring role of women around the world to secure women's rights and build more equitable societies. Women's Day also remembers the voices of many women that go unheard and who continue to be dominated from securing their rights and realizing their full potential.

The institution shows gender sensitivity in providing facilities such as Safety and Security, Counselling and common room.

Safety and Security

The college has engaged security guards to provide safety and security of students round the clock. The institution provides CCTV surveillance throughout the campus for safety and security purposes. Fire extinguisher is placed at different blocks inside the campus. The institution has Women Grievances Redressal cell that looks after the issues pertaining to women in particular. Women Grievances Redressal cell is capable of dealing the cases (if any) with its team that includes the Principal, Functional head of the cell and a few women faculty members. The cell also conducts different activities to encourage women to fight against any kind of injustice resulting from gender bias. It can be stated with due pride that in the institution the incidents of sexual harassment of women students are nil due to the discipline within the campus.

Counselling

The girls are encouraged through counselling to participate in various activities like NSS, Sports, other college activities etc. as per their comfort and interests. The institution has a well-defined student mentoring system for all the programs starting from the first semester. The main objective of mentoring is to help each student in taking right decisions for their academic and personal growth. In addition, mentoring will help to boost student's morale and improve their learning abilities. During mentoring sessions, students discuss their problems regarding academics, general issues and lack of facilities in the college with their respective mentors. Each faculty who mentors the student tries to help the individual with regards to their academic and personal issues.

Common Room

The management is concerned about health and security and thus a bus is always readily available to be

used for any kind of emergency 24/7. Common room for girl students with required facilities is also available.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

The primary concern of Gojan School of Business and Technology is to make the environment green and free from pollution. We show our full efforts to maintain it better. We provide a peaceful environment which helps students focus and gain knowledge peacefully. We also insist students to maintain the environment eco-friendly not only in the institution but also in public places. Students are also imparted awareness and education about waste management practices. The institution has been supporting a substantial number of plants and trees which can assimilate carbon dioxide.

Solid waste management

- The waste is segregated at source by providing separate dustbins for Bio-degradable and Non-degradable.
- Single sided used papers are reused for writing and printing in all the departments.
- Plastic waste is generated from all departments, laboratories and campus officers, etc., that are collected and sold to the vendor on a regular basis for recycling.
- Metal, glass bottles and wooden waste are stored separately and given to authorized scrap agents.
- Routine assessment of college campus.
- The total solid waste collected in the campus is around 70 Kg/day on an average, from tree droppings, paper, packing box, carry bags, stationery materials, kitchen waste and other food waste etc.

Liquid waste management

- Sprinkler irrigation system is used for the lawn which saves water usage.
- Regular monitoring of taps if any leakage is found is replaced immediately.
- Wall posters and signboards with instruction on usage of water is displayed in common areas.
- Rain water harvesting system is practiced in place.

E-waste management

- Non-working computers, monitors, and printers from laboratories is properly collected and reused wherever possible.
- Some parts useful for other systems are kept aside for future use. Students are also imparted awareness and education about E-Waste Management.

File Description	Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

Response: Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit**
- 2.Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions / awards**
- 5.Beyond the campus environmental promotion activities**

Response: D.1 of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.**
- 2.Disabled-friendly washrooms**
- 3.Signage including tactile path, lights, display boards and signposts**
- 4.Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Gojan School of Business and Technology was established in the year 2005. The college is housed in an 80 - acre campus at Redhills, Chennai. It has been our endeavor to enrich the students with knowledge in various fields. The institution takes extra efforts in providing an inclusive environment for all the students and employees. Tolerance and Harmony to cultural, regional, linguistic, communal socioeconomic and other diversities is best achieved by the major events like Puja celebrations, Blood donation, Pongal celebration, Annual sports meet, Chakravyuha (Symposium) etc.

Our institution celebrates Saraswati Puja every year. The students and faculty members come together to seek the blessings of the goddess of knowledge, music, art and culture. The ritual is graced with the presence of all the students, staffs and faculty members. Believers as well as non-believers, all come together under one roof to celebrate this festival.

The institution celebrates Samathuva Pongal. Irrespective of caste and creed the festival of Pongal is celebrated in our college.

Our institution organizes a blood donation camp every year. Donating blood, not only saves multiple lives but also gives an opportunity to add value to our life. It helps in teaching students about humanity and also defines the spirit of our natural co-existence in the most extraordinary way.

The institution also organizes the Symposium “Chakravyuha”. All departments conduct symposium technical events on the same day. This helps students from different departments to develop and learn the process of working in a team. The institution also organizes Annual Sports Meet every year to learn hands-on about the need to abide by the rules, team work, fair play and respect for others. Regardless of winning or losing, as an individual or team, a big part of sports day is to have fun with friends, simultaneously learning sportsmanship.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The institution takes pride in the fact that apart from preparation of the students for a sound academic foundation. The institution constantly works upon to develop them as better citizens of the country.

- **National Identities and Symbols:** The institution always takes various steps to promote the awareness about various National Identities and Symbols. The Indian Tri-colour flag stands tall at the main entrance of the institution and in this way the institution spreads the message of nation first policy. The institution celebrates the Independence Day & Republic Day with great pomp and vigour.
- **Fundamental Duties and Rights of Indian Citizens:** The institution organizes various activities for the propagation of the Fundamental Duties and Rights of the Indian citizens like Road Safety Awareness program, a rally on Abolition of Liquor Consumption, Dengue Awareness Rally etc. The students enthusiastically participate in various programs.
- **Constitutional Obligations:** The institution organizes student centric activities with a huge participation of the students and promotes awareness regarding various aspects of Indian citizenship.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**Response:**

National festivals play an important role in planting seeds of Nationalism and Patriotism among people of India. The institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one Umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

The institution celebrates Republic day every year on 26th of January, commemorating the adoption of Indian Constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the Constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism. Sweets are distributed and sense of unity prevails in the air.

Independence Day is celebrated every year on 15th of August with same zest & zeal, where parades and flag hoisting is organized and is celebrated to mark freedom of India.

The institution encourages students to remember our national leaders and their sacrifices thereby celebrating the birth and death anniversaries of the great Indian leaders.

Dr. A.P.J. Abdul Kalam statue was inaugurated at our institution on 19th of August, 2017 in the memory of the great Indian scientist. The former president Dr. A.P.J. Abdul Kalam's birthday is celebrated on 15th of October every year with deliberation on his theories and contributions to our country.

Gandhi Jayanti is celebrated on 2nd of October every year to understand the ideology of our great leader Mahatma Gandhi. Today's world is full of violence and aggression all around, we inspire students of our institution to follow the Gandhian ideologies of truth and non-violence and inspire them to contribute towards the peace and prosperity of the Nation.

File Description	Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.****Response:**

Best Practice - I

I (a) Title of the Practice

Mentoring

II (b) Objective of the practice

The goal of the mentoring program is to establish a trust relationship with accountability and responsibility from the mentor and student. A faculty member is a mentor for a group of 15-20 students. Some of the objectives of mentoring are given below.

- To identify career paths for students and support students personal growth.
- Provide an opportunity for students to learn and practice professional networking skills.
- Equip students with the knowledge and tools to make ethical and right decisions.
- Focuses on the student's total development.

I (c) The Context

Mentoring is done effectively by assigning a mentor to each student. Mentoring gives opportunity to share the difficulties & problems to get professional help and guidance by building trust and confidence. Periodic reports are generated by the mentor.

I (d) The Practice

The Mentor scheme is an unique opportunity for students to come in contact with an experienced professional to gain one-to-one career advice, support and guidance for their profession.

A mentor is allotted to a group of students from the first year to the final year. This mentoring scheme is conducted in a structured way. The mentor and students meet regularly and discuss about academic and personal progress.

A Theory of action is developed for how the mentoring process will achieve desired student outcomes. This will help in training the mentors and assessing the mentoring process. A common limitation of mentoring programs is the lack of a theoretical framework for how the program will result in a change for the student.

For mentoring to work a theory of action is important. The Theory of action explains the process by which a program or intervention plans and to achieve its intermediate and long-term outcome objectives and thereby provides a framework for an organization to examine whether or how its activities connect to its goals and projected outcomes.

I (e) Evidence of Success

Mentoring increases grade promotion and decreases unexcused absences, tardiness, and bullying or quarrelling in college, and also improves relationships with parents and decreases skipping college. Mentoring focuses and motivates students toward achieving learning goals. Youth who perceive high-quality relationship with their mentor experience the best results.

Mentors provide students with important information about college preparatory courses, financial aid and the college admission process. Undergraduates who receive out-of-class mentoring from faculty demonstrate increased academic achievement, while first year students who take mentoring seriously are significantly more likely to continue their studies. Their GPAs are also comparatively higher than students who do not take mentoring seriously. Students at both the undergraduate and postgraduate levels report that mentoring helped them to develop skills and behaviours necessary to succeed.

I (f) Problems Encountered and Resources Required

All mentoring pairs face this challenge. Both mentors and students have commitments and responsibilities, both of which serve as convenient excuses for rescheduling a mentoring meeting. However, mentors and students must also remember their commitment to the program and to each other. Failing to meet as scheduled or frequent postponements will quickly erode the foundation of the relationship.

At the beginning of the relationship either the mentor or student wants to meet more frequently than the program requires. Maintaining such an aggressive meeting schedule usually proves impossible over time, however. Usually, this is not a problem, but regular postponement or not meeting at all on a regular basis may lead to the thought that the mentor isn't capable.

A mentor may ask a student to complete the work under the guise that the student will learn better if the student actually does the task. Although practice in "real life" situations is best for learning, there's a huge difference between practicing a skill and doing someone else's work. The best solution to sort out the problems during mentoring is to understand the student and identifying their character and ability.

Best Practice - II

I (a) Title of the Practice

Centralized Internal Assessment and Valuation

II (b) Objective of the practice

The main purpose of introducing Centralized Internal Assessment and Valuation in GSBT is to bring transparency in the periodic evaluation of teaching learning process. The Centralized Internal Assessment assesses the performance of students over a well-distributed interval of time within the semester and to

make the examination an internal and integral part of the teaching process. The number of essential abilities such as to drive the capacity for hard work, leadership and team-work, motivation, quality of imagination, intuition and speculation and skilled use of hands has been taken into account.

I (c) The Context

Internal Assessment is a continuous, periodic and internal process, in which assessment is done in relation to certain abilities and skills of the students periodically and continuously. Internal assessment tests will be conducted by college as per Anna University schedule. Internal assessment is to be assessed by the faculty of the particular course. Internal assessment demands the outcome of the students rather than the ability and the skills of the students. GSBT Centralized Internal Assessment is basically a well-defined and transparent methodology to evaluate the robustness of internal assessments. A good internal evaluation system allows teachers of various courses to evaluate the performance of their students in accordance with the objectives they had set before themselves.

I (d) The Practice

GSBT Centralized Internal Assessment Section is headed by the Principal and assisted by the Exam Cell Co-coordinator. An internal assessment test committee is established in the campus with Principal as the head and representatives from all the departments. The GSBT Exam Cell is well established in terms of infrastructure, computing, printing and intercom facilities. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through the institution academic calendar. Syllabus for internal assessment will be communicated to students well in advance. Question papers are set based on Course outcomes and are approved by the Heads of the Department. Answer keys are prepared by the Faculty members. Any grievances in evaluation will be handled by Faculty members and Head of the Department if necessary.

Internal question paper setting process is as follows:

- For every subject, respective faculty member prepares two set of question papers that covers equal number of questions from each unit, covering all the topics.
- Department internal exam cell coordinator under the guidance of HOD, checks for the standard of the question papers.
- Exam cell members then selects the final internal questions for each subject.
- Question papers are given to the internal exam cell coordinators of the department.
- Faculty members prepare the answer key / scheme of evaluation.
- A Centralized valuation system is followed.

I (e) Evidence of Success

The success rate in the final university exam has been improved after the implementation of the centralized internal assessment. All internal exam related works are done inside the confidential room like generation

& photocopying of exam question papers, storing all unused answer scripts and dispatching of Written Answer scripts from the concerned class rooms to the Centralized Exam Cell. Transparency in examination make sure that there is no chance of malpractice or injustice, since the question paper is reaching the respective examination hall just like the university examination. The institution follows a very clear, well planned calendar which schedules the examination. The faculty members complete the valuation within a stipulated time so that proctors can pass the student's academic details to parents and can attend the regular Parent Teacher's Meeting. The students with lower marks in the respective subjects are identified by the class in charges and remedial /tutorial classes are given on that basis. This system adopted at GSBT is producing good quality professionals, with good technical knowledge while facing the placement interviews.

I (f) Problems Encountered and Resources Required

Some faculty members are busy with other assignments or have taken leave. Making alternate arrangement for valuation is quite difficult. No additional resources are required except deploying the available manpower at the college. Sufficient number of computers and printers are available for taking printouts of question papers.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The institution represents the supremacy of achievement in academic excellence, in distribution of quality education for the past 15 years to rural area students. The institution helps the students of rural areas to socio-economic transformation by providing inclusive innovative quality education. We have well technically qualified faculty members and provide sufficient infrastructure, equipment and machinery in the laboratories. The library resource centre is automated and for this we use a specialized user-friendly library software called AUTOLIB. The Entrepreneurship Development Cell aims at working as catalysts, organizers, promoters and integrators for the overall development of entrepreneurial skills and abilities among the participants in their programmes to groom their skills and values. It helps them face the challenges of the corporate real world.

“The whole purpose of education is to turn mirrors into windows”

To motivate students and bring out the optimal skills required for the community. The institution, from its commencement, has been working for developing the knowledge of the students. The institution has conducted various program for the school students about their goal in life and higher education. Institution has also focused on near by localities so as to bring awareness among the people about the society and environment. College has conducted training programs for staff/faculty members on professional values to bring out their ethical responsibility.

- The institution has set up its methodology towards reaching the Vision Excellence in Academics and exploration of knowledge.
- The management inspires the Principal, all the HODs, Faculty and Students.
- Management discusses during the regular meetings the educational, authoritative arrangement, strategy and execution.
- The objectives and programmes of vision and mission are displayed in the notice board of all departments.
- The institution provides concession and scholarship for the economically weaker students to continue their higher education.
- The management and educational trust gives a lot of significance for the advancement and improvement of the education.
- More activities are being taken in the regressive zones. Our faculties visits such areas and interact with the students and community.
- The institution also provides study material for students.
- National conference and technical paper presentation is conducted for engineering students. It brings out the interaction between experts and students. The best papers are awarded prizes.
- The institution conducts Soft Skill training programs including personality development, aptitude building and communication skill that helps achieve the placement.
- These programs develop leadership quality, responsibility, work coordination, communication, presentation skills and ethical values in students.
- The institution aims to implement all the prerequisites of divisions like infrastructure, library, building and expansion.
- Based on the curricular programmes, in accordance with vision and mission of the institution each & every information is circulated through messaging apps to Staff/Faculty members which will then it will be communicated to students.
- Specific wall posters/boards are presented in the campus for preserving and maintaining a green environment.

Outcome:

Interest of students in Co-Curricular Activities (CCA) and Extra Curricular Activities (ECA) like Workshops, Guest Lectures, Industrial Visits and Social Welfare Programs have upgraded the students future goal and vision. This has helped students get into their professional positions. The college signs MOU with various companies that helps the students. Apart from the regular courses the college has initiated value-added courses which make students study better and obtain knowledge that can further enhance their ideas. We have established a women's club to promote the gender equity. The institution also focuses on the social responsibilities of students. For this various programs are conducted by the college NSS team. The students take part in it and this create the mind of a responsible citizen. Based on this theme, the institution has shown the importance of waste management, cleaning and tree plantation

program in the local community.

Thus the institution ensures that every student gets knowledge in their respective fields to become more successful in their academic performance as well as in their work while focusing on the social responsibilities. For this, value added courses are taught to the students. For social responsibilities various programs are conducted. This practice contributes to the growth of their capabilities. Career guidance, personal advising and training are very much organized through mentoring and placement. Regular placement drive is organized for all students to place them in suitable job positions.

The institution is approved by AICTE, New Delhi and Affiliated to Anna University, Chennai. College has registered in professional bodies that include ICT Academy, IEEE, ORACLE, ISTE, IEI Student Chapter and CII which further gives an international exposure to students.

File Description	Document
Link for appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

- Gojan School of Business and Technology has been in the forefront imparting high quality technical education. State of the art infrastructure in all branches of engineering, dedicated and qualified staff, highly conducive environment for teaching-learning process and a lush green campus are the hallmarks of this professionally managed institution.
- The form of education we need today is not just to create an informed set of individuals; instead develop individuals - with character, commitment, conviction, courtesy and courage, who are cultured, who can shoulder the responsibility of taking the nation forward and making it stronger than ever before. A true broad based education prepares students for life, without losing their areas of specialization and competence.
- The Project work in the curriculum of the academic programme at the degree level is a major element in which the faculty members use their previously learnt engineering skills to develop new skills and abilities. Gojan's emphasis is on carrying out projects related to industries with faculty interaction and passing on the resulting knowledge to the students.
- Gold Medal (EEE - 2013 Batch) and 28 other Anna University Ranks.
- 11 Blood Donation Camps organized by NSS since 2009.
- 5 villages adopted under UBA Program.
- Best Swachh Bharat Award 2018 (World Toilet Day Award) received from District Collector.

Concluding Remarks :

Beginning 2005, with just 4 branches of U.G. Engineering Programmes, Gojan has come a long way and grown tremendously in terms of student strength and infrastructure. The institution identifies itself completely through its Vision and Mission. It not only directs its students to be the best Engineers with accurate knowledge possible but also teaches them moral, human and ethical values.

Gojan continues to closely relate itself to the community through social activities. Gojan firmly believes that any growth in Academics, Infrastructure, R&D etc. of an institution should contribute to the growth of the society. These beliefs have been strongly embedded after having clearly understood the needs of present day education system.

Beyond all this, the NAAC accreditation has helped and will help Gojan improve its contribution to the society and help bring out the best in students who will play an important part in the future of this nation through the education that was imparted to them.

We humbly submit this SSR keeping in mind that Education is the only permanent asset that anyone can share/give away and yet possess it with them at all times.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>7</td> <td>2</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>7</td> <td>2</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	7	7	2	0	0	2018-19	2017-18	2016-17	2015-16	2014-15	7	7	2	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
7	7	2	0	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
7	7	2	0	0																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>70</td> <td>62</td> <td>7</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>63</td> <td>55</td> <td>7</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI input is edited as per given data.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	70	62	7	0	0	2018-19	2017-18	2016-17	2015-16	2014-15	63	55	7	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
70	62	7	0	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
63	55	7	0	0																	
1.4.1	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></p> <p><i>1) Students</i></p> <p><i>2)Teachers</i></p> <p><i>3)Employers</i></p> <p><i>4)Alumni</i></p> <p>Answer before DVV Verification : A. All of the above</p>																				

1.4.2	<p>Answer After DVV Verification: A. All of the above</p> <p>Feedback process of the Institution may be classified as follows:</p> <p>Options:</p> <ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website</p> <p>Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website</p>																				
3.1.1	<p>Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 987 1046 1122"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0.15</td> <td>6.17</td> <td>1.05</td> <td>1.36</td> <td>5.78</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1205 1046 1339"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>4.84</td> <td>12.47</td> <td>13.75</td> <td>10.89</td> <td>8.23</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	0.15	6.17	1.05	1.36	5.78	2018-19	2017-18	2016-17	2015-16	2014-15	4.84	12.47	13.75	10.89	8.23
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4.84	12.47	13.75	10.89	8.23																	
3.1.3	<p>Percentage of departments having Research projects funded by government and non government agencies during the last five years</p> <p>3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1697 1046 1832"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>1</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1915 1046 2049"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>4</td> <td>4</td> <td>4</td> <td>3</td> </tr> </tbody> </table> <p>3.1.3.2. Number of departments offering academic programmes</p>	2018-19	2017-18	2016-17	2015-16	2014-15	2	2	1	1	3	2018-19	2017-18	2016-17	2015-16	2014-15	3	4	4	4	3
2018-19	2017-18	2016-17	2015-16	2014-15																	
2	2	1	1	3																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
3	4	4	4	3																	

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
17	18	10	8	28

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14	14	9	8	10

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	2	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	2	0	0

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

3.4.3.1. Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	3	4	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11	10	3	4	1

3.4.4 **Average percentage of students participating in extension activities at 3.4.3. above during last five years**

3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
201	830	160	160	50

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
580	610	250	180	50

3.5.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

3.5.1.1. **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
14	17	12	5	26

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
18	17	10	6	18

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 14

Answer after DVV Verification: 08

4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	30	35	40	35

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
15	30	35	40	35

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: E. None of the above

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	10	9	10	7

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
15	10	9	10	7

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

6.3.2 **Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
22	14	11	8	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
22	14	11	8	0

6.3.3 **Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

6.3.3.1. **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	1	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	1	1	1

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
21	70	27	18	8

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
21	70	27	18	8

6.5.3	<p>Quality assurance initiatives of the institution include:</p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements 2. Collaborative quality initiatives with other institution(s) 3. Participation in NIRF 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
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2. Extended Profile Deviations

Extended Profile Deviations
No Deviations